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LIS

FILE MAINTENANCE



USER GUIDE

MAY 1998

PREFACE

This User Guide is intended for the use of Federal Aviation Administration (FAA) personnel who have authorized access to the Logistics and Inventory System (LIS).

TABLE OF CONTENT

1.0 OVERVIEW 1

2.0 LOGGING ON THE LIS 8

3.0 FILE MAINTENANCE MAIN MENU 13

4.0 SPECIAL FEATURES AND APPLICATIONS 52

1.0 OVERVIEW

1.1 GENERAL DESCRIPTION

File Maintenance is a function in the Inventory Management Subsystem of the Logistics And Inventory System. It is an online process featuring data entry screens designed to provide users with the ability to change certain non-accountable data fields in the Master Inventory Record and subsidiary item support files. These data fields are used to accommodate key elements of data required to manage items of supply within the centralized inventory and distribution system operated by the Federal Aviation Administration (FAA) Logistics Center. The integrity of these data elements is essential and restrictions apply to certain data elements. File Maintenance is an integral function for insuring timely online update of these fields when required.

1.2 BENEFITS

This menu driven, user friendly function, will guide the user to specific work areas. The FAST - PATH option provides a window on the screen to allow for efficient movement between screens without returning to the Main Menu.

FIELD DEFINITIONS are available to the user on all fields requiring data entry.

A TRACKING NUMBER is assigned to every transaction. It is used for tracking and identification.

The number is mechanically assigned at the time the transaction processes or attempts to process. The TRANSACTION NUMBER will be displayed in the FAST - PATH window.

Access to functions is controlled by security level. Each user is assigned to a appropriate security level to perform required tasks. Unauthorized users will be restricted from accessing certain function.

Electronic Exception Notices are mechanically routed to the appropriate Item Manager. Correction and reprocessing is accomplished via Queue Management. This process replaces the hard copy exception notices in the National Supply System (NS) which is not adequately controlled.

All Issues, Receipts, Adjustment and File Maintenance transactions processed in the LIS will build transaction history records. The LIS provides the user the ability to inquire and review up to five years of transaction history online, with an option to print reports for specified periods.

1.3 SECURITY LEVELS FOR FILE MAINTENANCE

The File Maintenance function requires security levels to maintain the integrity of the process.

Unauthorized users attempting this function will receive an error message, INVALID OPTION FOR YOUR SECURITY LEVEL, which will be displayed in the upper left corner of the screen.

Valid security levels are as follows:

LEVEL 2 - AML-600 CLERKS

Inquiry capability into all LIS database and tables with limited update (add, modify, delete) capability on the Procurement Database. This security level cannot approve a Purchase Request. This security level can enter Issues, File Maintenance (except Warehouse Location File Maintenance), and Due Ins. This security level does not have access to Queue Management.

LEVEL 3 - AML-600 ITEM MANAGERS and EQUIPMENT SPECIALISTS.

Inquiry capability into all LIS databases and tables. This security level has access with update capability to Issues, Adjustments, File Maintenance (except Warehouse Location File Maintenance), Due Ins, Procurement and Queue Management. This security level does not have access to Receipts. This security level allows for approval of Purchase Requests subject to approval authority.

LEVEL 4 - AML-600 MANAGEMENT

Inquiry Capability into all LIS databases and tables. This security level has access with update capability to Issues, Adjustments, File Maintenance (except Warehouse Location File Maintenance), Due Ins, Procurement and Queue Management and limited update capability into Procurement Tables. This security level does not have access to Receipts. This security level allows for approval of Purchase Requests subjects to approval authority.

LEVEL 5 - AML-600 CONTROL GROUP (AML-610)

Inquiry capability into all LIS databases and tables with full update capability into all Procurement databases and tables. This security level has access with update capability to Issues, Adjustments, file Maintenance (except Warehouse Location File Maintenance), Due Ins, Procurement and Queue Management. This security level does not have access to Receipts. This security level allows for approval of Purchase Requests subject to approval authority.

LEVEL 6 - AML-340 RECORD AUDIT AND UPDATE SUPERVISOR, SUPPLY CLERKS AND SUPPLY TECHNICIANS.

Inquiry capability into all LIS databases and tables. This security level has full update capability for Receipts and access to Queue Management for Receipts. This security level can enter and process Issues, enter Adjustments, and has full update capability to Shipping Information.

This security level does not have access to Procurement or Due Ins. This security level has access to File Maintenance for maintaining Warehouse Location.

LEVEL A - AML-610 INVENTORY MONITOR

Inquiry capability into all LIS databases and tables. This security level has access to Queue Management for processing Cycle Inventory Thaws (03T) and Adjustments (10, 11,25 and 26). This security level has access to File Maintenance for Maintaining Pre-Inventory Date and Current Status Code 4.

LEVEL C - AML-340 WAREHOUSE LOCATION

Inquiry capability into all LIS Databases and Tables. This security level has limited access to File Maintenance for maintaining Warehouse Locations.

LEVEL F - AML-370 FREIGHT CLASSIFICATION SPECIALIST

Inquiry Capability into all LIS Databases and Tables. This security level has limited access to File Maintenance for maintaining Transportation Codes and selected Special Handling Codes. This security level has access to Queue Management for reviewing and processing Special Handling Codes.

LEVEL G - AML-500 QUALITY ASSURANCE DIVISION

Inquiry capability into all LIS Databases and Tables. This security level has limited access to File Maintenance for maintaining Special Handling Codes.

LEVEL H - Aml-300 SYSTEMS GROUP

This security level has access to Queue Management for processing File Maintenance Exception.

**LEVEL J - AML-310 ACCEPT AND DISTRIBUTION. AML-370
TRANSPORTATION SERVICE BRANCH**

Inquiry capability into all LIS databases and tables. This security level has limited access to File Maintenance for Maintaining selected Special Handling Codes.

LEVEL K - AML-340 INVENTORY CONTROL GROUP

Inquiry capability into all LIS databases and tables. This security level has access to File maintenance for maintaining Warehouse Location and a selected Transportation Code

1.4 STANDARD NOTATION FOR INPUT FROM THE KEYBOARD

Throughout the LIS USER GUIDE, the following conventions will be used consistently to indicate user keyboard entry

EXAMPLE:

When the user sees	It represents...	Example...
[] (square brackets)	a specified key that should be pressed.	[ENTER]
< > (greater than & less than)	the data to be input	<99> <01>
ALL CAPITAL LETTERS	a data or field name	TRANSACTION CODE CONTROL NUMBER
BOLD CAPS	information from the actual screen	<99> - TO CANCEL OR RETURN TO LIS MAIN MENU
Press	instructions to depress a key or Keys	Press [ENTER]
Input	instructions to type the specified input	input option NUMBER <2>
NOTE:	important information	NOTE: Set printer for 132 column output
[keyname]-[keyname]	combinations of keys to press together	Hold the first key down, press the SECOND

2.0 LOGGING ON THE LIS

```

      FFFFFFFF  AAAAAA  AAAAAA  NNN      NNN  EEEEEEEEE  TTTTTTTTTT
      FFFFFFFF  AAAAAAAA  AAAAAAAA  NNNN      NNN  EEEEEEEEE  TTTTTTTTTT
      FFF      AAA  AAA  AAA  AAA  NNNNN      NNN  EEE      TTT
      FFFFFFFF  AAAAAAAA  AAAAAAAA  NNN  NN  NNN  EEEEEEEEE  TTT
      FFFFFFFF  AAAAAAAA  AAAAAAAA  NNN  NN  NNN  EEEEEEEEE  TTT
      FFF      AAA  AAA  AAA  AAA  NNN      NNNNN  EEE      TTT
      FFF      AAA  AAA  AAA  AAA  NNN      NNNN  EEEEEEEEE  TTT
      FFF      AAA  AAA  AAA  AAA  NNN      NNN  EEEEEEEEE  TTT  PX 3.5

      WARNING:  UNAUTHORIZED ACCESS IS CONSIDERED A CRIMINAL ACT.
                SECTIONS 641 AND 1030 OF TITLE 18 USC.

      *****
      *
      *          LEASE ENTER REQUESTED ACCESS INFORMATION          *
      * LOGON-ID :LGACXXX  HOST:          P210          DATE :10/16/95      *
      * PASSWORD :*****  TERMINAL-ID :LG03LU64  TIME :07:34:42      *
      * NEW PASSWORD:          TRANSFER:          MODEL :3292-2A      *
      *
      *          HELP :(405) 954-3000 *
      *****

*** PRODUCTION TPX ON SYSTEM P210 ***
FOR HELP DESK DIRECTORY SELECT "HELP DESK" APPLICATION FROM YOUR MENU
PF1 = HELP  PF3 = LOGOFF

```

FIGURE 1

Input USER ID CODE at the USER ID field. [TAB] to PASSWORD, and input the assigned PASSWORD. Press **[ENTER]**. Logon to the LIS is complete.

2.1 LIS MAIN SYSTEM MENU

```
10/03/90                      FAA LOGISTICS AND INVENTORY SYSTEM                      LIS010
                               ** MAIN SYSTEM MENU **

      LIS STAFF HOT-LINE NUMBERS:  FTS: 747-3447  COMM: 405 680-3447

1-PROJECT MATERIEL PRODUCTION SYSTEM      2-NAME/ADDRESS RECORD CHANGE
3-UTILIZATION SCREENING & DISPOSITION      4-ENGINEERING DATABASE
5-CATALOGING                              6-CUSTOMER SERVICE EVALUATION
7-PROCUREMENT SYSTEM                      8-MANAGEMENT INFORMATION SYSTEM
9-ON-LINE REQUISITIONING                  10-MAIL/CONNECT
11-INVENTORY MANAGEMENT

                               99 - LOGOFF

                               ENTER OPTION :11
```

FIGURE 2

After logging onto the Logistics and Inventory System (LIS), the user will reach the **LIS MAIN SYSTEM MENU - LIS010**. Here the user decides which LIS application to access.

Each **LIS MAIN MENU** is tailored to fit the application needs of the user; therefore, the number of the option corresponding to the application will differ from user to user. In the above example, OPTION < 11 > is for INVENTORY MANAGEMENT. To access File Maintenance, input < 11 > at the enter OPTION.

Press **[ENTER]** and the **LIS INVENTORY MANAGEMENT MAIN MENU - INV001**, (Pg. 10) will be displayed.

2.2 LIS INVENTORY MANAGEMENT MAIN MENU

10/30/90	LIS / INVENTORY MANAGEMENT	INV001
** MAIN MENU **		
1 - ISSUES MENU		
2 - RECEIPTS MENU		
3 - ADJUSTMENTS MENU		
4 - FILE MAINTENANCE MENU		
5 - QUEUE MANAGEMENT MENU		
6 - INQUIRIES MENU		
7 - ESTABLISH ADVANCE DUE-IN/DUE-IN MENU		
8 - AUTOMATED PROCUREMENT MENU		
9 - WAREHOUSE LOCATOR LABEL		
99 - EXIT TO LIS MAIN MENU		
ENTER OPTION : _4_		
TRANS-CD/MOD : _ _		
NSN/SUFFIX : _		
VOUCHER-NBR : _____		
CONTROL-NBR : _____		

FIGURE 3

From this menu, the user can access the applicable functions within authorized security level by selecting the OPTION NUMBER, or by using **FAST - PATH**. See **LIS INVENTORY MANAGEMENT MAIN MENU - INV001**, (Pg. 11), **USING FAST - PATH**. To access the File Maintenance function, the user will input OPTION < 4 >. Press **[ENTER]** and the **FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13), will be displayed.

2.3 LIS INVENTORY MANAGEMENT MAIN MENU THE FAST - PATH FEATURE

10/30/90	LIS / INVENTORY MANAGEMENT	INV001
** MAIN MENU **		
1 - ISSUES MENU		
2 - RECEIPTS MENU		
3 - ADJUSTMENTS MENU		
4 - FILE MAINTENANCE MENU		
5 - QUEUE MANAGEMENT MENU		
6 - INQUIRIES MENU		
7 - ESTABLISH ADVANCE DUE-IN/DUE-IN MENU		
8 - AUTOMATED PROCUREMENT MENU		
9 - WAREHOUSE LOCATOR LABEL		
99 - EXIT TO LIS MAIN MENU		
ENTER OPTION: ____		
TRANS-CD/MOD : <u>04</u> <u>B</u>		
NSN/SUFFIX : <u>2840</u> <u>00</u> <u>307</u> <u>8960</u>		
VOUCHER-NBR: <u>92441230</u>		
CONTROL-NBR: _____		

FIGURE 4

The user can also select to use the FAST - PATH feature. The FAST - PATH feature is located in the area below the enter OPTION field on this menu. This feature is designed to give direct access to other processing screens or functions without having to exit to a selection menu.

NOTE: OPTION NUMBER is not required when using the FAST - PATH feature. The TRANSACTION CODE dictates the function to access.

To access process screens within the Field Maintenance function, the user is required to input the TRANSACTION CODE, MODIFIER, NSN and VOUCHER NUMBER or CONTROL NUMBER. Press **[ENTER]**.

NOTE : The cursor will move to the next data field when all positions are input. When the cursor does not advance to the next data field, the user can move between data fields by pressing [TAB].

NOTE : FIELD DEFINITION is a feature of this function. This feature is useful if the user is unfamiliar with a data field. The user will input a question mark (?) in the unfamiliar field. Press **[ENTER]** again and the screen will return to continue processing. See **FIELD DEFINITION EXAMPLE - FIL010**, (Pg. 54)

3.0 LIS FILE MAINTENANCE MAIN MENU

```
11/03/90                                LIS/FILE MAINTENANCE                                FIL010
                                     **  MAIN MENU  **

1 - CANCEL DUE OUT                      (04B)      11 - MODIFY IN SHOPS                      (03N)
2 - RELEASE DUE OU                      (06Y)      12 - MODIFY BORROWED                      (03P)
3 - MODIFY DUE OUT                      (03B)      13 - MODIFY LOANED                      (03M)
4 - DELETE MASTER INVENTORY            (01T)      14 - MODIFY INVENTORY DEMAND (03J)
5 - MODIFY MASTER INVENTORY            (03T)      15 - REQUEST STATUS CARD      (09R)
6 - MODIFY MANAGEMENT FIELDS          (03L)      16 - MASS ITEM MGR. CHANGE
7 - MODIFY WAREHOUSE LOCATIONS (03T/03Q)
8 - MODIFY ADVANCE DUE IN              (03A)
9 - MODIFY DUE IN                     (03D)      99 - EXIT TO INVENTORY MANAGEMENT
10 - MODIFY DUE IN FACILITY            (03F)      MAIN MENU

                                ENTER OPTION:  __

                                OPTION  1-14      NSN:  ____  ____  ____  ____  __
                                1-3      VOUCHER-NBR:  _____
                                8-13     CONTROL-NBR:  _____
```

FIGURE 5

The **LIS FILE MAINTENANCE MAIN MENU - FIL010** is shown in Figure 5, displays the **OPTIONS** available within the File Maintenance function.

A Master Inventory Record or Subsidiary File can be updated using the Transaction listed above.

Input the appropriate **OPTION NUMBER** in the enter **OPTION** field. The **NSN**, **VOUCHER NUMBER** or **CONTROL NUMBER** is required for certain options.

NOTE : Invalid data will result in an error message. See **ERROR MESSAGE**

EXAMPLE - **FIL010**, (Pg. 52).

OPTION <99> **EXIT TO INVENTORY MANAGEMENT MAIN MENU.**

If the user chooses to exit the current screen, this option will disregard the input data and return the user to the **LIS INVENTORY MANAGEMENT MAIN MENU** - **INV001**, (Pg. 10).

3.1 04B CANCEL DUE OUT - FIL015

02/08/90	LIS / FILE MAINTENANCE	FIL015
** 04B CANCEL DUE OUT **		
NSN : 2840 00 307 8960 _	ISSUE VOUCHER : 92441230	PRI: 5_
TRANS-CD/TC-MOD : 80 B	D/O QUANTITY : 2_____	
SELECT ONE ACTION FROM LIST BELOW:		
_ REQUISITION CANCELLED. ACTION REQUESTED OR AUTHORIZED BY ORDERING OFC.		
_ PARTIAL BACK ORDER CANCELLED - SHIP-QTY CHANGED TO _____		
_ BACK ORDER CANCELLED - REQUISITION SUBMITTED FOR DIRECT SHIP		
_ BACK ORDER CANCELLED - REQUISITION SUBMITTED TO GAS/DOD FOR DIRECT SHIP		
_ BACK ORDER CANCELLED - SUBSUITUTE NSN : ____ _ _ _ _ _		
PRESS ENTER TO PROCESS OR	1 - SELECT FAST PATH EXITS	
	9 - EXIT TO FIELD/FILE MAINTENANCE MENU	
ENTER OPTION : _____	99 - EXIT TO INVENTORY MANAGEMENT MAIN MENU	

FIGURE 6

OPTION <1> of the **LIS FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13) is to manually cancel all or part of a Back Order on the Due Out File, TRANSACTION CODE 04B. Access is by security level 3, 4 or 5.

The NSN, ISSUE VOUCHER NUMBER, TRANSACTION CODE and MODIFIER, Due Out QUANTITY (D/O QUANTITY), and PRIORITY CODE (PRI) are automatically displayed with data from the Due Out File.

The cursor will be located in the first ACTION CODE field. Tab the cursor to the desired action and place an X.

When processing is accomplished, a **FAST-PATH** window will be displayed with the message transaction processed as shown in **FIL015**, (Pg. 15).

PARTIAL BACK ORDER CANCELED - SHIP-QTY CHANGED TO:

If partial backorder canceled is selected, the user must enter the SHIP-QTY changed to in the space provided at the end of the action. The quantity entered will replace the quantity on the Due Out File.

An error message will appear in the upper left corner of the screen if processing cannot be accomplished.

When processing is accomplished, a fast-path window will be displayed with the message transaction processed as shown in **FIL015**, (Pg. 15).

BACK ORDER CANCELED - REQUISITION SUBMITTED FOR DIRECT SHIP:

If BACK ORDER CANCELED - REQUISITION SUBMITTED FOR DIRECT SHIP is selected, an error message will appear in the upper left corner of the screen if processing cannot be accomplished.

When processing is accomplished, a FAST - PATH window will be displayed with the message, **TRANSACTION PROCESSED**. This Transaction has now been placed in the Automated Procurement function for further processing.

To complete the processing, input OPTION <13> at the enter OPTION field in the FAST - PATH window to access the Automated Procurement function. Refer to the AUTOMATED PROCUREMENT USER GUIDE for further processing.

BACK ORDER CANCELED - REQUISITION SUBMITTED TO GSA/DOD FOR DIRECT SHIP:

If BACK ORDER CANCELED - REQUISITION SUBMITTED TO GSA/DOD FOR DIRECT SHIP is selected, an error message will appear in the upper left corner of the screen if processing cannot be accomplished.

When processing is accomplished, a FAST - PATH window will be displayed with the message **TRANSACTION PROCESSED**. This Transaction has now been placed on QUEUE Management for further processing.

To complete the processing, input OPTION <12> at the enter OPTION field in the FAST - PATH window to access Queue Management. Refer to the **QUEUE MANAGEMENT USER GUIDE** for further processing.

BACK ORDER CANCELED - SUBSTITUTED NSN

If BACK ORDER CANCELED - SUBSTITUTE NSN is selected, the user must enter the substitute NSN in the space provided at the end of the action.

An error message will appear in the upper left corner of the screen if processing cannot be accomplished. When processing is accomplished, a FAST - PATH window will be displayed with the message, **TRANSACTION PROCESSED**. This Transaction has now been placed on Queue Management for further processing.

To complete the processing, input OPTION <12> in the enter OPTION field in the FAST - PATH window to access Queue Management. Refer to the **LIS QUEUE MANAGEMENT USER GUIDE** for further processing.

NOTE : If the user chooses to disregard the data and exit this screen before processing the transaction, the following OPTIONS are available. Input OPTION NUMBER and press **[ENTER]**.

OPTION <1> Select FAST - PATH EXIT to proceed to another transaction.

OPTION <9> Exit to **FILE MAINTENANCE MAIN MENU** - **FIL010**, (Pg. 13).

OPTION <99> Exit to **INVENTORY MGT. MAIN MENU** - **INV001**, (Pg. 10).

3.2 TRANSACTION PROCESSED - WINDOW

10/03/90	LIS / FILE MAINTENANCE	FIL015
** 04B CANCEL DUE OUT **		
NSN : 2840 00 307 8960	ISSUE VOUCHER : 92441230	PRI :5
TRANS-CD/TC-MOD : 80 B	D/O QUANTITY : 2_____	
SELECT ONE ACTION FROM LIST BELOW:		

** TRANSACTION PROCESSE	.	**
**		**
** TRACKING-NBR: 902767042	NEXT TC/MOD: ____	**
** VOUCHER-NBR : 0276LGBD	NSN: ____ _	**
**	VOUCHER: _____	**
**	CONTROL-NBR: _____	**
**		**
** ENTER --1--2--3--4--5--6--7--8--9--10--11--12--13--		**
** LIS INV		**
** _ HELP MAIN QUIT MAIN ISS REC ADJ FIL D/I CAT INQ QUE PRC		**
**		**

FIGURE 7

After all fields are valid for input and the user has entered the data, the FAST - PATH window shown in Figure 7 is displayed with the message, **TRANSACTION PROCESSED**, in the REASON CODE TEXT field located in the window at the upper left corner.

NOTE : The TRANSACTION TRACKING NUMBER and the FILE Maintenance VOUCHER NUMBER have been mechanically assigned and are displayed in the FAST - PATH window. Specific information about TRANSACTION TRACKING NUMBERS and VOUCHER NUMBERS is contained in the **LIS / VOUCHER CONTROL AND TRACKING NUMBER ASSIGNMENT USER GUIDE**.

The FAST - PATH window can be used to access the other File Maintenance screens by inputting the appropriate TRANSACTION CODE and MODIFIER, NSN and VOUCHER NUMBER or CONTROL NUMBER, or OPTION NUMBER. See **FAST - PATH FEATURE - FIL015**, (Pg. 15).

3.3 THE FAST - PATH FEATURE

```

10/03/90                LIS / FILE MAINTENANCE                FIL015
                        ** 04B CANCEL DUE OUT **

NSN : 5820 01 233 0379                ISSUE VOUCHER : 9244123        PRI :5
TRANS-CD/TC-MOD : 80B                D/O QUANTITY : 1_____

SELECT ONE ACTION FROM LIST BELOW:

*****
** TRANSACTION PROCESSE                        .                      **
**                                                                 **
** TRACKING-NBR:  900012560                NEXT TC/MOD:  _____ **
** VOUCHER-NBR :  9001ACBD                  NSN:  _____ **
**                                           VOUCHER:  _____ **
**                                           CONTROL-NBR: _____ **
**                                                                 **
** ENTER  --1---2---3---4---5---6---7---8---9---10---11---12---13-- **
**                LIS                INV                **
**  __  HELP MAIN QUIT MAIN ISS REC ADJ  FIL  D/I  CAT  INQ  QUE  PRC  **
**                                                                 **
*****

```

FIGURE 8

The FAST - PATH feature, within the Inventory Management Subsystem, is designed to give direct access to other processing screens or functions without having to exit to a selection menu. After entering a transaction, a window as shown above is displayed. The message, **TRANSACTION PROCESSED**, is displayed in the REASON CODE TEXT.

To use the FAST - PATH, the next TC/MOD is required. NSN and VOUCHER or CONTROL-NBR, are required for some TRANSACTION CODES.

OR

The user can choose to input an OPTION NUMBER at the enter field to access a specific function menu, as allowed by assigned security level. For example, to access the Adjustment Menu, input <7> in the enter field and press **[ENTER]**.

3.4 06Y RELEASE DUE OUT

10/03/90	LIS / FILE MAINTENANCE	FIL020
** 06Y RELEASE BACKGROUND **		
NSN : 2840 00 307 8960	ISSUE VOUCHER	: 01613401
D/O QUANTITY : 4_____	ORIG TC/MOD	: 67B__
RELEASE QUANTITY : _____	PRI	: 5__
PRESS ENTER TO PROCESS OR 1 - SELECT FAST PATH EXITS		
9 - EXIT TO FIELD/FILE MAINTENANCE MENU		
ENTER OPTION: __ 99 - EXIT TO INVENTORY MANAGEMENT MAIN MENU		

FIGURE 9

OPTION <2> of the **LIS FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13) is to manually release a Backorder for shipment from the Due Out File, TRANSACTION CODE 06Y. Access is by security level 3, 4 or 5.

The RELEASE QUANTITY is the only data element that can be changed. Input the RELEASE QUANTITY and press **[ENTER]**.

NOTE : If the user chooses to disregard the data and exit this screen before processing the transaction, the following options are available. Input OPTION NUMBER and press **[ENTER]**.

OPTION <1> Select FAST - PATH EXIT to proceed to another transaction.

OPTION <9> Exit to **FILE MAINTENANCE MAIN MENU** - **FIL010**, (Pg. 13).

OPTION <99> Exit to **INVENTORY MGT. MAIN MENU** - **INV001**, (Pg. 10).

An error message will appear in the upper left corner of the screen if processing cannot be accomplished. When processing is accomplished, a FAST - PATH window will be displayed with the message, **TRANSACTION PROCESSED**. Refer to **FIL015**, (Pg. 15).

3.5 03B MODIFY DUE OUT

10/03/90	LIS / FILE MAINTENANCE	FILE025
** 03B MODIFY DUE OUT **		
NSN : 2840 00 307 8960 _	VOUCHER	: 92441234
TRANSACTION CODE/MODIFIER: 80 B	PRI	: 4_
ESTIMATED RELEASE DATE : 012991	DATE REQUIRED	: 102090
TYPE BACK ORDER CODE : 1	CONDITION CODE	: S_
SUPPLY SUPPORT CODE : E69110475	COST CENTER CODE	: ____
ADVICE CODE : _		
PRESS ENTER TO PROCESS OR	1 - SELECT FAST PATH EXITS	
	9 - EXIT TO FIELD/FILE MAINTENANCE MENU	
ENTER OPTION: ____	99 - EXIT TO INVENTORY MANAGEMENT MAIN MENU	

FIGURE 10

OPTION <3> of the **LIS FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13) is to modify the Due Out File, TRANSACTION CODE 03B. Access is by security level 3, 4 or 5.

The NSN, VOUCHER NUMBER, TRANSACTION CODE and MODIFIER, PRI, ESTIMATED RELEASE DATE, DATE REQUIRED (applicable to a PRI 4) TYPE BACK ORDER CODE, CONDITION CODE, SUPPLY SUPPORT CODE (SSC),

COST CENTER CODE (applicable to Region A and F) and ADVICE CODE displayed with data from the Due Out File.

The NSN, VOUCHER NUMBER and TRANSACTION CODE MODIFIER are constant and cannot be changed. All other data elements can be modified.

NOTE : If the user chooses to disregard the data and exits this screen before processing the transaction, the following OPTIONS are available. Input OPTION NUMBER and press **[ENTER]**.

OPTION <1> Select **FAST - PATH EXIT** to proceed to another transaction.

OPTION <9> Exit to **FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13).

OPTION <99> Exit to **INVENTORY MGT. MAIN MENU - INV001**, (Pg. 10).

3.6 01T DELETE MASTER INVENTORY

10/03/90	LIS / FILE MAINTENANCE		FIL030
** 01T DELETE INVENTORY RECORD **			
NSN	: 2840 00 307 8960 _	TOTAL ONHAND	: _____
DESCRIPTION	: _____	SERVICEABLE	: _____
APP-TO-CD	: _____	REPARABLE	: _____
STD-UNIT-PRICE	: _____	DUE-IN FACILITY	: _____
UNIT OF ISSUE	: _____	IN-SHOPS	: _____
CATG/ACCT	: ____	SURVEY	: _____
ITEM MANAGER	: ____	BORROWED	: _____
PRE-INVENTORY	: _____	LOANED	: _____
CURR-STATUS-CD	: _____	DUE-IN-ACQ	: _____
		DUE-OUT	: _____
		BUDGET-YEAR	: _____
DO YOU WANT TO DELETE RECORD (Y/N)	: _____	FIVE-YEAR	: _____
		COMMITTED	: _____
DO YOU WANT TO PLACE ON QUEUE (Y/N)	: _	DIR-SHIP-SCH	: _____
		APPROVED	: _____
PRESS ENTER TO PROCESS OR	1 - SELECT FAST PATH EXITS		
OR	9 - EXIT TO FIELD/FILE MAINTENANCE MENU		
ENTER OPTION: ____	99 - EXIT TO INVENTORY MANAGEMENT MAIN MENU		

FIGURE 11

OPTION <4> of the **LIS FILE MAINTENANCE MAIN MENU** - **FIL010**, (Pg. 13) is to delete a Master Inventory Record, Transaction Code 01T. Access is by security level 3, 4 or 5.

The data displayed is the actual view of the Inventory Master Record. The following criteria must be met to effect a delete action.

A CURRENT STATUS CODE <3> or <4> cannot be present on the record.

The user must input a response to the prompt

DO YOU WANT TO DELETE RECORD (Y / N) : ____

If the record cannot be deleted due to one of the conditions described above, an error message will appear in the upper left corner of the screen,

TOTAL ONHAND QUANTITY MUST = ZERO, PRESS ENTER TO BUILD QUEUE EXCEPTION.

If the user, chooses to build the Queue Exception, press **[ENTER]**. The FAST - PATH window shown in **FIL030**, (Pg. 28), will display the message,

ACTION NOT ACCOMPLISHED-SOME OR ALL OF THE MASTER QTYS ARE NOT ZERO

or a similar message.

NOTE : If the User chooses not to build the Exception on the Queue, input OPTION Number and press **[ENTER]**.

OPTION <1> Select FAST - PATH EXIT to proceed to another transaction.

OPTION <2> Exit to **FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13).

OPTION <99> Exit to **INVENTORY MGT. MAIN MENU - INV001**, (Pg. 10).

3.7 TRANSACTION UNPROCESSED - WINDOW

```

TOTAL ONHAND QUANTITY MUST = ZERO, PRESS ENTER TO BLD QUEUE
10/03/90                LIS / FILE MAINTENANCE                FIL030
                        ** 01T DELETE INVENTORY RECORD **

NSN : 2840 01 307 8960                TOTAL ONHAND            : 6____
DESCRIPTION      : SUP ASSY 6738368                SERVICEABLE      : 3____
APP-TO-CD        : ASR                        REPARABLE          : 3____
STD-UNIT-PRICE   : 148.00                DUE IN FACILITY       : 3____

*****
** ACTION NOT ACCOMPLISHED - SOME OR ALL OTH THE MASTER QTYS ARE NOT ZERO**
**                                                                 **
** TRACKING-NBR:  901991383                NEXT TC/MOD:  ____ **
** VOUCHER-NBR :  0199LGBD                NSN:  ____  ____  ____  ____ **
**                                                                 **
**                                VOUCHER:  _____ **
**                                CONTROL-NBR: _____ **
**                                                                 **
** ENTER --1---2---3---4---5---6---7---8---9---10---11---12---13-- **
**                LIS      INV                **
**  __  HELP MAIN QUIT MAIN ISS REC ADJ  FIL  D/I  CAT  INQ  QUE  PRC **
**                                                                 **
*****

```

FIGURE 12

In some instances when a transaction is unable to process, or the transaction is passed to Queue Management, a REASON CODE TEXT will be displayed on the FAST - PATH window in the upper left corner.

The REASON CODE TEXT can be one of several messages including:

ACTION NOT ACCOMPLISHED - SOME OR ALL THE MASTER QTYS ARE NOT ZERO.

INV RECD HAS CSC 4 AND TRANS WILL NOT PROCESS. ITEM IN PHY INV.

An Exception Notice is placed on the Item Manager's Queue Management for review / action. The user can continue processing.

NOTE : The TRANSACTION TRACKING NUMBER and the File Maintenance VOUCHER NUMBER have been assigned and are displayed in the FAST - PATH window. Specific information about TRANSACTION TRACKING NUMBERS and VOUCHER NUMBERS is contained in the

LIS VOUCHER / CONTROL AND TRACKING NUMBER ASSIGNMENT USER GUIDE.

The FAST - PATH window can be used to access other File Maintenance screens by inputting the appropriate TRANSACTION CODE and MODIFIER, NSN and VOUCHER NUMBER or CONTROL NUMBER, or OPTION NUMBER. See **FAST - PATH FEATURE - FIL015**, (Pg. 21).

3.8 03T MODIFY MASTER INVENTORY

10/03/90		LIS / FILE MAINTENANCE		FIL035	
** 03T MODIFY MASTER INVENTORY **					
NSN	:	_____	DESCRIPTION	:	_____
MGMT-CD	:	__	SAFETY-STOCK:	_____	RESERVED-QTY : _____
IM	:	__	SS-FRZ-IND	:	__
PSC	:	_____	QUP-TYPE	:	__
PLT	:	_____	QUP-CD	:	__
PLT-FRZ-IND	:	__	RGN-ACTION	:	__
RSC	:	_____	S-AND-I	:	__
RLT	:	_____	SHELF-LIFE	:	_____
PLT-FRZ-IND	:	__	REP-RAT-CD	:	__
TYPE-PRICE	:	__	REP-RAT-DATE:	__	DIR-SHIP-SCHD: _____
SPEC-HAND-CD	:	__	SER-NBR-CNTL:	__	REP-REVEIW-PT: _____
ESSENTIAL-CD	:	__	LAT-PROC-PRC:	_____	REP-FRZ-IND :
SMR-CD	:	_____	EST-REP-COST:	_____	
PRESS ENTER TO PROCESS			1 - SELECT FAST PATH EXITS		
OR			9 - EXIT TO FIELD/FILE MAINTENANCE MENU		
ENTER OPTION: __			99 - EXIT TO INVENTORY MANAGEMENT MAIN MENU		

FIGURE 13

OPTION <5> of the **LIS FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13) is to modify the Master Inventory Record, TRANSACTION CODE 03T. The NSN, DESCRIPTION, UNIT OF ISSUE and CATEGORY ACCOUNT CODE (C / A) are constant and cannot be changed.

All other fields can be modified, subject to security level.

The screen shown in **FIL035**, (Pg. 30) is tailored for security level 2, 3, 4 or 5 (Inventory Management personnel and Supervisors).

NOTE : When 03T MODIFY MASTER INVENTORY - **FIL035**, (Pg. 30) is accessed by other security levels, the fields displayed are limited to those for which update is authorized for their respective security level. These fields are identified in **paragraph 1.3 SECURITY LEVELS FOR FILE MAINTENANCE**, (Pg. 3). Conversely, Inventory Management personnel cannot update fields excluded from their security level.

NOTE : If the user chooses to disregard the data and exit the screen before processing the transaction, the following options are available. Input OPTION NUMBER and press **[ENTER]**.

OPTION <1> Select FAST PATH EXIT to proceed to another transaction.

OPTION <2> Exit to **FILE MAINTENANCE MAIN MENU** - **FIL010**, (Pg. 13).

OPTION <99> Exit to **INVENTORY MGT. MAIN MENU** - **INV001**, (Pg. 10).

An error message will appear in the upper left corner of the screen if processing cannot be accomplished. When processing is accomplished a FAST - PATH window will be displayed with the message, **TRANSACTION PROCESSED**. See **FIL015**, (Pg. 21).

3.9 03L MODIFY MANAGEMENT FIELDS

10/03/90	LIS / FILE MAINTENANCE		FIL040
** 03L MODIFY MANAGEMENT FIELDS **			
NSN : 2840 00 307 8960 _	DESCRIPTION	: SUP ASSY 6738368	C/A : F6
APP-TO-CD : _	ISS-TRAN-FYTD : _	CURR-ISS-TRANS : _	
DISPOSAL-CD : _	ACQ-REV-BRKS : _	CURR-REC-TRANS : _	
REP-SPEC-CD : _	SURVEY-FYTD : _	LAST-DISP-REV : _	
CONTRACT-NBR : _	ROT-DMD-12-MO : _	REPAIR-LEVEL : _	
EOQ-CD : _	CMD-NORMAL : _	RL-FRZ-IND : _	
OLD-AVG : _	CMD-NON-NORMAL : _	REIMB-LONG-ACQ : _	
ACQ-LEVEL : _	CMD-ROTABLE : _	NON-REIMB-LONG : _	
TREND-FACTOR : _	CMD-OTHER : _	NBR-MO-IN-SYS : _	
DATE-FIRST-REC : _	LOW-RETENTION : _	NBR-MO-IN-CAT : _	
QTY-RECD-FYTD : _	LRL-FRZ-IND : _	DATE-LAST-DMD : _	
REC-TRANS-FTYD : _	UPP-RETENTION : _	DATE-LAST-ACT : _	
DATE-LAST-REC : _	URL-FRZ-IND : _	ANN-REP-SCH-QTY : _	
PRESS ENTER TO PROCESS OR 1 - SELECT FAST PATH EXITS			
9 - EXIT TO FIELD/FILE MAINTENANCE MENU			
ENTER OPTION: _ 99 - EXIT TO INVENTORY MANAGEMENT MAIN MENU			

FIGURE 14

OPTION <6> of the **LIS FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13) is to modify the Management Master Inventory Record, TRANSACTION CODE 03L. Access is by security level 2, 3, 4, or 5. The NSN, DESCRIPTION and CATEGORY ACCOUNT CODE (C/A) are constant and cannot be changed. All other elements can be modified.

NOTE : If the user chooses to disregard the data and exit this screen before processing the transaction, the following options are available. Input OPTION NUMBER and press **[ENTER]**.

OPTION <1> Select FAST PATH EXIT to proceed to another transaction.

OPTION <2> Exit to **FILE MAINTENANCE MAIN MENU** - **FIL010**, (Pg. 13).

OPTION <99> Exit to **INVENTORY MGT. MAIN MENU** - **INV001**, (Pg. 10).

An error message will appear in the upper left corner of the screen if processing cannot be accomplished. When processing is accomplished a FAST - PATH window will be displayed with the message, **TRANSACTION PROCESSED**. See **FIL015**, (Pg. 21).

3.10 03T/03Q MODIFY WAREHOUSE LOCATIONS

10/03/90	LIS / FILE MAINTENANCE	FIL045
** 03Y/03Q MODIFY WAREHOUSE LOCATIONS **		
NSN : _____	DESCRIPTION : _____	
PRIME LOCATION : _____		
SECONDARY-LOCATION : _____		

PRESS ENTER TO PROCESS OR		
1 - SELECT FAST PATH EXITS		
9 - EXIT TO FIELD/FILE MAINTENANCE MENU		
ENTER OPTION: ____		
99 - EXIT TO INVENTORY MANAGEMENT MAIN MENU		

FIGURE 15

OPTION <7> of the **LIS FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13) is to modify the PRIME and SECONDARY WAREHOUSE LOCATIONS on the Master Inventory Record. Access is by security level 6, C or K.

The NSN and DESCRIPTION are constant and cannot be changed.

This screen can be used to establish, change or delete the PRIME and SECONDARY WAREHOUSE LOCATIONS separately or concurrently.

NOTE : If the user chooses to disregard the data and exit this screen before processing the transaction, the following options are available. Input OPTION NUMBER and press **[ENTER]**.

OPTION <1> Select FAST PATH EXIT to proceed to another transaction.

OPTION <2> Exit to **FILE MAINTENANCE MAIN MENU** - **FIL010**, (Pg. 13).

OPTION <99> Exit to **INVENTORY MGT. MAIN MENU** - **INV001**, (Pg. 10).

An error message will appear in the upper left corner of the screen if processing cannot be accomplished. When processing is accomplished a FAST - PATH window will be displayed with the message, TRANSACTION PROCESSED. See **FIL015**, (Pg. 21).

3.11 03A MODIFY ADVANCE DUE-IN

10/03/90	LIS / FILE MAINTENANCE	FIL050
** 03A MODIFY ADVANCE DUE IN **		
NSN : 2840 01 050 1623 _	CONTROL-NBR : 12350_____	
DUE-IN-DATE : 101391_	PRI-CD : 5_	
CONTRACT-NBR : _____	TRANS-CD/MOD : 40 A	
QUANTITY : 12_____	COND-CD : S_	
PRESS ENTER TO PROCESS OR 1 - SELECT FAST PATH EXITS		
9 - EXIT TO FIELD/FILE MAINTENANCE MENU		
ENTER OPTION: ____	99 - EXIT TO INVENTORY MANAGEMENT MAIN MENU	

FIGURE 16

The eighth option of the **LIS FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13) is to modify the Advance Due In Record, TRANSACTION CODE 03A. Access is by security level 2, 3, 4 or 5.

The NSN, CONTROL NBR, DUE-IN-DATE, PRI-CD, CONTRACT-NBR, TRANS-CD/MOD, QUANTITY, AND COND-CD are automatically displayed from the Advance Due In record.

The NSN, CONTROL-NBR and TRANSACTION CODE MODIFIER are constant and cannot be changed. All other data elements can be modified.

NOTE : If the user chooses to disregard the data and exit this screen before processing the transaction, the following options are available. Input OPTION NUMBER and press **[ENTER]**.

OPTION <1> Select FAST PATH EXIT to proceed to another transaction.

OPTION <2> Exit to **FILE MAINTENANCE MAIN MENU** - **FIL010**, (Pg. 13).

OPTION <99> Exit to **INVENTORY MGT. MAIN MENU** - **INV001**, (Pg. 10).

An error message will appear in the upper left corner of the screen if processing cannot be accomplished. When processing is accomplished a FAST - PATH window will be displayed with the message, **TRANSACTION PROCESSED**. See **FIL015**, (Pg. 21).

3.12 03D MODIFY DUE-IN

10/03/90	LIS / FILE MAINTENANCE	FIL055
** 03D MODIFY DUE IN **		
NSN : 5820 01 211 5302 _	CONTROL-NBR : 1535123456_	
DUE-IN-DATE : 101491____	PRI-CD : 5_	
CONTRACT-NBR : 2_____	TRANS-CD/MOD : 40 D	
QUANTITY : _____	COND-CD : S_	
SSC : 769420101_____		
PRESS ENTER TO PROCESS OR 1 - SELECT FAST PATH EXITS		
9 - EXIT TO FIELD/FILE MAINTENANCE MENU		
ENTER OPTION: ____	99 - EXIT TO INVENTORY MANAGEMENT MAIN MENU	

FIGURE 17

OPTION <9> of the **LIS FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13) is to modify the Due In Record, TRANSACTION CODE 03D. Access is by security level 2, 3, 4, or 5.

The NSN, CONTROL NBR, DUE-IN-DATE, PRI-CD, CONTRACT-NBR, TRANS-CD/MOD, QUANTITY, COND-CD and SSC are automatically displayed from the Due In File.

The NSN, CONTROL-NBR and TRANSACTION CODE MODIFIER are constant and cannot be changed. All other data elements can be modified.

NOTE : If the user chooses to disregard the data and exit this screen before processing the transaction, the following options are available. Input OPTION NUMBER and press **[ENTER]**.

OPTION <1> Select FAST PATH EXIT to proceed to another transaction.

OPTION <2> Exit to **FILE MAINTENANCE MAIN MENU** - **FIL010**, (Pg. 13).

OPTION <99> Exit to **INVENTORY MGT. MAIN MENU** - **INV001**, (Pg. 10).

An error message will appear in the upper left corner of the screen if processing cannot be accomplished. When processing is accomplished a FAST - PATH window will be displayed with the message, **TRANSACTION PROCESSED**. See **FIL015**, (Pg. 21).

3.13 03F MODIFY DUE IN FACILITY

10/03/90	LIS / FILE MAINTENANCE		FIL060
** 03F MODIFY DUE IN FACILITY **			
NSN : 5985 01 309 9159 _	CONTROL-NBR : _____		
DUE-IN-DATE : 121490_____	COST CD : ____		
FOLLOW-UP-DATE : 031491_____	AGREEMENT-NBR : _____		
SSC : C69522013	COST-CNTR : _____		
JOB-ORDER-NBR : _____			
PRESS ENTER TO PROCESS OR	1 - SELECT FAST PATH EXITS		
	9 - EXIT TO FIELD/FILE MAINTENANCE MENU		
ENTER OPTION: ____	99 - EXIT TO INVENTORY MANAGEMENT MAIN MENU		

FIGURE 18

OPTION <10> of the **LIS FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13) is to modify the Due In Facility Record, TRANSACTION CODE 03F. Access is by security level 2, 3, 4, or 5.

The NSN, CONTROL NBR, DUE-IN-DATE, COST CD, FOLLOW-UP-DATE, AGREEMENT-NBR, SSC, COST-CENTER and JOB-ORDER-NBR are automatically displayed from the Due In Facility File.

The NSN, CONTROL-NBR and TRANSACTION CODE MODIFIER are constant and cannot be changed. All other data elements can be modified.

NOTE : If the user chooses to disregard the data and exit this screen before processing the transaction, the following options are available. Input OPTION NUMBER and press **[ENTER]**.

OPTION <1> Select FAST PATH EXIT to proceed to another transaction.

OPTION <2> Exit to **FILE MAINTENANCE MAIN MENU** - **FIL010**, (Pg. 13).

OPTION <99> Exit to **INVENTORY MGT. MAIN MENU** - **INV001**, (Pg. 10).

An error message will appear in the upper left corner of the screen if processing cannot be accomplished. When processing is accomplished a FAST - PATH window will be displayed with the message, TRANSACTION PROCESSED. See **FIL015**, (Pg. 21).

3.14 03N MODIFY DUE-IN SHOPS

```
10/03/90                LIS / FILE MAINTENANCE                FIL065
                        ** 03N MODIFY DUE IN SHOPS **

NSN   : 7035 01 084 9716 _                CONTROL-NBR   : 01993100__
DUE-IN-DATE      : 011591____
WORK-ORDER-NBR   : _____
SSC              : A697388____

PRESS ENTER TO PROCESS OR 1 - SELECT FAST PATH EXITS
                              9 - EXIT TO FIELD/FILE MAINTENANCE MENU
ENTER OPTION:  ___          99 - EXIT TO INVENTORY MANAGEMENT MAIN MENU
```

FIGURE 19

OPTION <11> of the **LIS FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13) is to modify the Due In Shops Records, TRANSACTION CODE 03N. Access is by security level 2, 3, 4, or 5.

The NSN, CONTROL-NBR, DUE-IN-DATE, WORK-ORDER-NBR, and SSC are automatically displayed from the Due In Shops File.

The NSN and CONTROL-NBR are constant and cannot be modified. All other data elements can be modified.

NOTE : If the user chooses to disregard the data and exit this screen before processing the transaction, the following options are available. Input OPTION NUMBER and press **[ENTER]**.

OPTION <1> Select FAST PATH EXIT to proceed to another transaction.

OPTION <2> Exit to **FILE MAINTENANCE MAIN MENU** - **FIL010**, (Pg. 13).

OPTION <99> Exit to **INVENTORY MGT. MAIN MENU** - **INV001**, (Pg. 10).

An error message will appear in the upper left corner of the screen if processing cannot be accomplished. When processing is accomplished a FAST - PATH window will be displayed with the message, TRANSACTION PROCESSED. See **FIL015**, (Pg. 21).

3.15 03P MODIFY BORROWED

10/03/90	LIS / FILE MAINTENANCE	FIL070
** 03F MODIFY BORROWED **		
NSN : 5985 01 304 8407 _	CONTROL-NBR : 2001_____	
ROUTE-SYMBOL : 480_____	COND-CD : S_	
DUE-OUT-DATE : 112090_____	AGREEMENT-NBR : _____	
SSC : 269710366_____	SERIAL-NBR : A123_____	
PRESS ENTER TO PROCESS OR 1 - SELECT FAST PATH EXITS		
9 - EXIT TO FIELD/FILE MAINTENANCE MENU		
ENTER OPTION: _	99 - EXIT TO INVENTORY MANAGEMENT MAIN MENU	

FIGURE 20

OPTION <12> of the **LIS FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13) is to modify the Borrowed Record, TRANSACTION CODE 03P. Access is by security level 2, 3, 4, or 5.

The NSN, CONTROL-NBR, ROUTING-SYMBOL, COND-CD, EST-RELEASE-DATE, AGREEMENT-NBR, SSC AND SERIAL-NBR are automatically displayed from the Borrowed File.

NOTE : If the user chooses to disregard the data and exit this screen before processing the transaction, the following options are available. Input OPTION NUMBER and press **[ENTER]**.

OPTION <1> Select FAST PATH EXIT to proceed to another transaction.

OPTION <2> Exit to **FILE MAINTENANCE MAIN MENU** - **FIL010**, (Pg. 13).

OPTION <99> Exit to **INVENTORY MGT. MAIN MENU** - **INV001**, (Pg. 10).

An error message will appear in the upper left corner of the screen if processing cannot be accomplished. When processing is accomplished a FAST - PATH window will be displayed with the message, TRANSACTION PROCESSED. See **FIL015**, (Pg. 21).

3.16 03M MODIFY LOANED

10/03/90	LIS / FILE MAINTENANCE		FIL075
** 03M MODIFY LOANED **			
NSN : 5825 01 164 5694 _	CONTROL-NBR : 2006_____		
ROUTE-SYMBOL : 480_____	COND-CD : S_		
DUE-OUT-DATE : 112591_____	AGREEMENT-NBR: EMER_____		
SSC : 269714201_	SERIAL-NBR : 49226_____		
PRESS ENTER TO PROCESS OR 1 - SELECT FAST PATH EXITS			
9 - EXIT TO FIELD/FILE MAINTENANCE MENU			
ENTER OPTION: _	99 - EXIT TO INVENTORY MANAGEMENT MAIN MENU		

FIGURE 21

OPTION <13> of the **LIS FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13) is to modify the loaned Record, TRANSACTION CODE 03M. Access is by security level 2, 3, 4, or 5.

The NSN, CONTROL-NBR, ROUTING-SYMBOL, COND-CD, DUE-IN-DATE, AGREEMENT-NBR, SSC, and SERIAL-NBR are automatically displayed from the Loaned File.

NOTE : If the user chooses to disregard the data and exit this screen before processing the transaction, the following options are available. Input OPTION NUMBER and press **[ENTER]**.

OPTION <1> Select FAST PATH EXIT to proceed to another transaction.

OPTION <2> Exit to **FILE MAINTENANCE MAIN MENU** - **FIL010**, (Pg. 13).

OPTION <99> Exit to **INVENTORY MGT. MAIN MENU** - **INV001**, (Pg. 10).

An error message will appear in the upper left corner of the screen if processing cannot be accomplished. When processing is accomplished a FAST - PATH window will be displayed with the message, TRANSACTION PROCESSED. See **FIL015**, (Pg. 21).

3.17 03J MODIFY DEMAND MASTER

12/02/91	LIS / FILE MAINTENANCE		FIL080
** 03J MODIFY DEMAND MASTER **			
NSN : 5825 01 142 8131 _			
THE FOLLOWING FIELDS ARE FOR THE SPECIFIED MONTH AND YEAR			
MONTH : _	YEAR : _	ACTION	
NORMAL-DMD	: _____	_____	ACTION TYPES: 2 - ADD
NONORMAL-DMD	: _____	_____	3 - SUBTRACT
ROTABLE-DMD	: _____	_____	4 - ESTABLISH
OTHER-DMD	: _____	_____	
NBR-RECEIPT-TRANS	: _____	_____	
NBR-ISSUE-TRANS	: _____	_____	
PRESS ENTER TO PROCESS		1 - SELECT FAST PATH EXIT	
OR		9 - EXIT TO FIELD/FILE MAINTENANCE MENU	
ENTER OPTION: _		99 - EXIT TO INVENTORY MANAGEMENT MAIN MENU	

FIGURE 22

OPTION <14> of the **LIS FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13) is to modify the demand history data on the Master Inventory File, TRANSACTION CODE 03J. Access is by security level 2, 3, 4, or 5. The NSN is displayed from the **LIS FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13). The section of the screen below the statement, THE FOLLOWING FIELDS ARE FOR THE SPECIFIED MONTH AND YEAR, is to input the MONTH and YEAR that is to be updated.

The data below these fields can be modified with :

- 2 - **ADD** a quantity to the Demand Master
- 3 - **SUBTRACT** a quantity from the Demand Master
- 4 - **ESTABLISH** the quantity in the Demand Master

NOTE : If the user chooses to disregard the data and exit this screen before processing the transaction, the following options are available. Input OPTION NUMBER and press **[ENTER]**.

OPTION <1> Select FAST PATH EXIT to proceed to another transaction.

OPTION <2> Exit to **FILE MAINTENANCE MAIN MENU** - **FIL010**, (Pg. 13).

OPTION <99> Exit to **INVENTORY MGT. MAIN MENU** - **INV001**, (Pg. 10).

An error message will appear in the upper left corner of the screen if processing cannot be accomplished. When processing is accomplished a FAST - PATH window will be displayed with the message, **TRANSACTION PROCESSED**. See **FIL015**, (Pg. 21).

NOTE : Due to system revisions in November 1991, this request will now process online, rather than in batch mode at the end of the month's cycle. The effects of the changes can be seen by accessing the Demand History Inquiry from the Inquiry Main Menu

3.18 09R REQUEST STATUS CARD

10/03/90	LIS / FILE MAINTENANCE		FIL085
** 09R REQUEST STATUS CARD **			
NSN	:	_____	_____
	:	_____	_____
	:	_____	_____
	:	_____	_____
	:	_____	_____
	:	_____	_____
	:	_____	_____
	:	_____	_____
	:	_____	_____
	:	_____	_____
PRESS ENTER TO PROCESS 1 - SELECT FAST PATH EXIT			
OR 9 - EXIT TO FIELD/FILE MAINTENANCE MENU			
ENTER OPTION: ____ 99 - EXIT TO INVENTORY MANAGEMENT MAIN MENU			

FIGURE 23

OPTION <15> of the **LIS FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13) is to request a STATUS CARD, TRANSACTION CODE 09R. Access is by security level 2, 3, 4 or 5.

The NSN will be displayed if entered on the **LIS FILE MAINTENANCE MAIN MENU - FIL010**, (Pg. 13). If OPTION <15> is selected and the NSN is not entered the screen will be blank. Input from 1 to 10 NSNs per request, to print a STATUS CARD for a specific NSN.

NOTE : If the user chooses to disregard the data and exit this screen before processing the transaction, the following options are available. Input OPTION NUMBER and press **[ENTER]**.

OPTION <1> Select FAST PATH EXIT to proceed to another transaction.

OPTION <2> Exit to **FILE MAINTENANCE MAIN MENU** - **FIL010**, (Pg. 13).

OPTION <99> Exit to **INVENTORY MGT. MAIN MENU** - **INV001**, (Pg. 10).

An error message will appear in the upper left corner of the screen if processing cannot be accomplished. When processing is accomplished a FAST - PATH window will be displayed with the message, TRANSACTION PROCESSED. See **FIL015**, (Pg. 21).

NOTE : This request is not processed online. It will be processed in batch mode at the end of the day's cycle.

4.0 SPECIAL FEATURES AND APPLICATIONS

File Maintenance contains some special features to enhance the capabilities of the function.

4.1 ERROR MESSAGE - EXAMPLE

NO RECORD FOUND FOR THIS NSN

11/03/90

LIS/FILE MAINTENANCE

FIL010

** FILE MENU **

1 - CANCEL DUE OUT (04B)

2 - RELEASE DUE OU (06Y)

3 - MODIFY DUE OUT (03B)

4 - DELETE MASTER INVENTORY (01T)

5 - MODIFY MASTER INVENTORY (03T)

6 - MODIFY MANAGEMENT FIELDS (03L)

7 - MODIFY SECONDARY LOCATIONS (03T/03Q)

8 - MODIFY ADVANCE DUE IN (03A)

9 - MODIFY DUE IN (03D)

10 - MODIFY DUE IN FACILITY (03F)

11 - MODIFY IN SHOPS (03N)

12 - MODIFY BORROWED (03P)

13 - MODIFY LOANED (03M)

14 - MODIFY INVENTORY DEMAND (03J)

15 - REQUEST DEMAND INQUIRY (09D)

16 - REQUEST STATUS CARD (09R)

17 - MASS ITEM MANAGER CHANGE

99 - EXIT TO INVENTORY MANAGEMENT

MAIN MENU

ENTER OPTION: 5_

OPTION 1-14

1-3

8-13

NSN: *1560 00 858 2244 _

VOUCHER-NBR: _____

CONTROL-NBR: _____

FIGURE 25

An error message will appear in the upper left corner of the screen when invalid / incomplete data is input. The error message will display information for course of action.

The cursor will be positioned at the first invalid field on the screen. In Figure 25 the cursor is located at the point of the asterisk (*) for a verification of the NSN. Edit the information for validity and press**[ENTER]**.

If additional fields are invalid, the messages will continue and the cursor will relocate until all fields are valid.

The user can choose to disregard the data and exit the screen before processing the transaction. Input one of the following OPTIONS :

OPTION <99> Exit to **INVENTORY MGT. MAIN MENU** - INV001, (Pg. 10).

4.2 FIELD DEFINITIONS - EXAMPLE

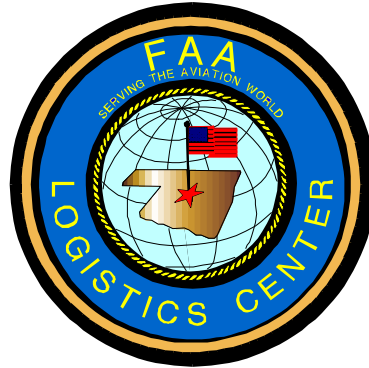
```
10/03/90                LIS / FILE MAINTENANCE                FIL010
                        **  MAIN MENU  **
*****
***                                                              ***
***                                                              ***
***  NSN                                                              ***
***  NATIONAL STOCK NUMBER ASSIGNED FOR CONTROL PURPOSES TO      ***
***  IDENTIFY ITEMS OF SUPPLY.  CONSISTS OF 4 - DIGIT FEDERAL    ***
***  SUPPLY CLASSIFICATION (FSC), 2 - DIGIT NATO COUNTRY CODE    ***
***  AND A 7 - DIGIT NONSIGNIFICANT SERIAL NUMBER.              ***
***                                                              ***
***                                                              ***
*****
```

FIGURE 26

FIELD DEFINITION is a feature of this function. It allows the user to obtain the definition for a specific data field. It is available on all data entry fields. If a data field is required and the user is not sure what data to input, this feature is beneficial.

When a definition is desired, enter a question mark (?) in the first position of the data field. Press **[ENTER]**. A window will be displayed on the screen with a definition of the data field selected.

After viewing the information, press **[ENTER]** and the original screen will return and processing.



This User Guide has been prepared by the

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